

**APPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, MAY 12, 2015 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for May 12, 2015 was called to order by Council President Mark Olstad at 5:01 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council President Mark Olstad, Council Vice-President Chad Grassel, Council Members Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Steve Emery, City Engineer; Ron Galstad, City Attorney; Paul Gorte, EDA Director; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; David Murphy, City Administrator/Clerk-Treasurer; and Megan Nelson, Executive Assistant.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

1&2. Bid Results for 15AJ1 Utilities & Street Construction in POW 6th Addition and Discussion on the 15AJ2 Paving Project in POW 5th Addition – Steve Emery

Mr. Emery informed the Council that five competitive bids had been opened for this project, the lowest bid was lower than the engineer's estimate, and the project would be assessed except for the installation of a trunk water line would be paid for by the Water and Light Department. Mr. Emery then reviewed how the projects in Point of Woods 6th and 5th Addition were tied together since there were materials being removed from one area that could be used in the other area if both projects move forward. He added it had been suggested to hold a final hearing for the Point of Woods 5th Paving project to see if the property owners wanted to move forward. Discussion followed about how much time there is to award the bids for the Point of Woods 5th Project, if an extension could be requested, and how there shouldn't be any issues with these to contractors potential working together.

Item two will be referred to a City Council Meeting for action.

3. 2015 City Project No. 4 Curb/Gutter/Paving on 5th Ave NE – Steve Emery

Mr. Emery told the Council the engineering staff was looking for authorization to start the plans and specifications for repairing intersection at 5th Avenue NE and 10th Street NE and removing

the train tracks. He reminded the Council and application had been sent to help pay for this project and the City had been awarded a LRIP Grant in the amount of \$553,106. He stated the project costs were estimated for \$653,672 and the remaining costs that were not covered by the grant could be covered using state aid funds. Mr. Boppre told the Council that they had two years to spend the funds so they would be able to bid the project this year and complete construction next year. Council President Olstad asked to have Campbell Farms to put in writing that they approved the removal of the tracks. Discussion followed about how this project would affect 10th Street NE, how state aid construction dollars were going to be used, and how the repairs will be able to handle the heavy truck traffic that would be using these roads.

This item will be referred to a City Council Meeting for action.

4. Social Host Ordinance – Mike Hedlund

Chief Hedlund stated this ordinance could help prevent underage drinking and would be another tool for the police department to use. Mayor Stauss asked what other cities have an ordinance like this. Chief Hedlund said both Crookston and Grand Forks have this type of ordinance. Ms. Sue Thompson stated 109 cities and 22 counties in the State have passed this type of ordinance. Council Vice-President Grassel asked if parents that are unaware would still be held responsible. Mr. Galstad explained the parents would have to have knowledge of what was happening. Discussion followed about the process of passing the ordinance, educating the community about the ordinance, and different situations where this ordinance could be used.

This item will be referred to a City Council Meeting for action.

5. Memorandum of Understanding for School Resource Officer – Mike Hedlund

Chief Hedlund reminded the Council that the City had received grant funding for a school resource officer. He explained there were grant dollars available for the first three years and the fourth year the costs for this officer would be split between the City and the school district. He stated the Memorandum of Understanding outlines the agreement for this position between the City and the school. He added that the officer would be put in place this fall. Mr. Galstad requested that more information was provided on training and a job description so the officer can understand their role. Council member Tweten commented how an officer in school helps reduce the amount of incidents of drugs in the schools. Council member Buckalew asked to change the word DARE to something more generic if a better program is available. Council Vice-President Grassel stated Officer Gunderson had been in the school as the DARE Officer and had been doing a great job and the Council should keep this going as long as they are able to.

This item will be referred to a City Council Meeting for action.

6. Discussion on COSA – Mark Olstad

President Olstad stated that an email had been included in the packet regarding the assigned debt which brought up discussion points about the waste water project. Mr. Boppre stated there had been a question on subsidizing and this new proposal would take that away. Council member Vetter stated there could be numerous things and reviewed costs and charges of what the City would have to pay and then mentioned other possible scenarios the City may want to move

forward with. Discussion followed about the other scenarios, how the possibility of those scenarios could be looked into, and a review of the timeline of when things are due or need to be done. Council President Olstad asked if it would be beneficial to form a committee and get some questions answered. Council member Vetter suggested having the figures updated and having the committee agree on those figures. More discussion followed about the engineers have been looking for possible funding sources, how the City does not qualify for certain grants, and there is approximately only 21 million available next year for bonding from the State.

Council President Olstad asked Mr. Boppre if there would be enough time for him to fill out the information if the Council didn't take action until the June 2nd Council Meeting. Mr. Boppre stated he would have enough time. Council President Olstad stated then the three committee members of Council member Buckalew, Council member Vetter, and Council member DeMers would meet with staff, work on updating the numbers, and bring the information back to the next work session.

7. Capital Budget Discussion – Karla Anderson

Ms. Anderson stated she had handed out a proposed capital budget for 2016. She reviewed the items and payments that were included, reviewed information about other funds, and how the information in front of them did not include an increase for inflation. Discussion followed about how the Council would like a breakdown of estimates of expenses and how the City has been growing, and property values had increased. Council President Olstad said if there were any questions about the budget or different funds to stop and see Ms. Anderson. Mr. Murphy stated the budget information will be brought back to the first work session in June.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE MAY 12, 2015 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:41 P.M.

Voting Aye: Tweten, Olstad, Grassel, DeMers, Vetter, Pokrzywinski, and Buckalew.

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer